John S. Hunsaker/JonesDay
Extension 3-2525
10/17/2003 11:56 AM

To Sara White/JonesDay@JonesDay

cc Ava M Slaughter/JonesDay@JonesDay, Bert Holombek/JonesDay@JonesDay, Christine L. Coleman/JonesDay@JonesDay, Cynthia N. Gifford/JonesDay@JonesDay, Elliott Humrich/JonesDay@JonesDay, John S. Hunsaker/JonesDay@JonesDay, Kelly A. Beecher/JonesDay@JonesDay, Michael Everett/JonesDay@JonesDay, Michael L. Shawgo/JonesDay@JonesDay, Robert E. Depp/JonesDay@JonesDay, Robert Riordan/JonesDay@JonesDay

bcc

Subject Something Missing?

Amid all of the communication internally in Cleveland and to the GIS Managers, aren't we missing something? We are calling on users to be pilot participants for several projects, but as yet we have not communicated to our user community any information about the Quick Fix Initiatives, nor the Windows XP Migration Project.

It seems to me this is a critical omission. Are you aware of any pending communication to the lawyers and staff? Normally I would create and send something myself, but with the now in place CITE Communication System managed by Marge Johnson, I am reluctant to do so.

John S. Hunsaker
GIS Manager for Los Angeles, Irvine & Sacramento
Jones Day
555 West 5th Street, Suite 4600
Los Angeles, California 90013-1025
Los Angeles: (213) 243-2525 voice
Los Angeles: (213) 489-9660 fax
Irvine: (949) 553-7525 voice
Cell Phone: (714) 822-5013
E-mail: jshunsaker@jonesday.com
Jones Day: www.jonesday.com

tabbies EXHIBIT 7

Dockets.Justia.com

000803

Elliott Humrich/JonesDay
Extension 7-3432
09/26/2003 02:55 PM

To o-gism
cc Sara White/JonesDay@JonesDay
bcc
Subject Intra-Office Communications Devices

I'm looking at purchasing some Motorola radios for communication among GIS staff inside the office. At the recommendation of our property management office, I'm leaning towards the Motorola EX500, which comes in at a unit price of $798.00. I essentially need to broadcast to the entire group at once, as in "Who is available, please?", or "I need someone to go immediately to XYZ".

I'm wondering what each of you use in your respective groups to communicate between floors, to dispatch staff, etc.

Your input would be greatly appreciated. Thanks!

Elliott

Elliott Humrich
Manager of Information Services
Jones Day
222 East 41st Street
New York, NY 10017
Tel: 212-326-3432
Fax: 212-755-7306

Jennifer King/JonesDay
Extension 6-0934
01/16/2003 02:50 PM

To Sara White/JonesDay@JonesDay, Robert Riordan/JonesDay@JonesDay, Michael Everett/JonesDay@JonesDay, Cynthia N. Gifford/JonesDay@JonesDay, Bert Holombek/JonesDay@JonesDay, Michael L. Shawgo/JonesDay@JonesDay, Ava M Slaughter/JonesDay@JonesDay, John S. Hunsaker/JonesDay@JonesDay, Elliott Humrich/JonesDay@JonesDay, Robert E. Depp/JonesDay@JonesDay, Christine L. Coleman/JonesDay@JonesDay, Kelly A. Beecher/JonesDay@JonesDay, GIS-TASS

cc Candia L Prahst/JonesDay@JonesDay, James Roberts/JonesDay@JonesDay, Brian Sullivan/JonesDay@JonesDay, Bryce K. Foens/JonesDay@JonesDay

bcc

Subject iManage Reports

GIS Managers and TASS:

Bryce has developed summary management reports for iManage through Crystal Reports. Please note, the reports that return all records will take several minutes to return results, especially in the large offices. We recommend that the single author reports be used when time is a consideration.

The link to access the reports is http://nadocs.jdrp.com/reports/imanage. The reports designed for your use can be found under the GIS - Office Administrator Reports link.

ID: rptuser
PSWD: imanage

We look forward to your feedback,
Jen

Brian Sullivan/JonesDay
Extension 61151 or
-(216) 586-1151
11/20/2002 01:49 PM

To GIS North America Management, GIS Europe Management
cc J Brian Gillam/JonesDay@JonesDay, ggazdick@jonesday.com, Terry Crum, Candia L Prahst/JonesDay@JonesDay, Jennifer King/JonesDay@JonesDay
bcc
Subject 2 Year Delete Run Procedure - Follow up response

To All:

During the Operations Teleconference call yesterday we discussed the iManage Delete Run procedure and expressed concern and possible confusion over running the "2 year Delete Run" procedure. Based on the concern and the need for clarification, a team was assembled to address the matter and to provide a definitive response to the offices on the impact of running a 2 year delete run.

A full and complete response from the team will be coming out shortly but at this time the team has determined that the two year delete run procedure is working as designed and there should be no concern.

Thank you,
Brian Sullivan

Arlene J Port/JonesDay
Extension 6-7166
01/10/2003 09:40 AM

To Michael Everett/JonesDay@JonesDay, Michael L. Shawgo/JonesDay@JonesDay, Robert Riordan/JonesDay@JonesDay, Cynthia N. Gifford/JonesDay@JonesDay, Bert Holombek/JonesDay@JonesDay, Ava M Slaughter/JonesDay@JonesDay, John S. Hunsaker/JonesDay@JonesDay, Kelly A. Beecher/JonesDay@JonesDay, Elliott Humrich/JonesDay@JonesDay, Robert E. Depp/JonesDay@JonesDay, Christine L. Coleman/JonesDay@JonesDay, Evelyne Leblois/JonesDay@JonesDay, Ahmet Fatih Askin/JonesDay@JonesDay, Matthew Selby/JonesDay@JonesDay, Carlos Cavia/JonesDay@JonesDay, Francesco Valagussa/JonesDay@JonesDay, Frank Rolland/JonesDay@JonesDay, Joseph Chan/JonesDay@JonesDay, Calvin Wu/JonesDay@JonesDay, Patrick Peh/JonesDay@JonesDay, Shana_Hurrell@corrs.com.au, Louis Chen/JonesDay@JonesDay, Takao Ouchi/JonesDay@JonesDay

cc Roy Franks/JonesDay@JonesDay, Brian Sullivan/JonesDay@JonesDay

bcc

Subject Testing of WebMail Only Connection

To GIS Managers:

I am currently gathering information regarding the WebMail Only connection in order to determine whether a problem still exists with this access. In the past, numerous individuals complained that this connection was extremely slow, in order to fix the problems upgrades were made to the system, but no one knows for sure whether the connection speed is now faster. I am requesting that individuals from each of the offices test the connection and provide me with feedback so that we can determine whether the problem still exists or if it is now fixed.

If every office could please designate individuals to test the access and provide feedback so that I can compile the results it would be greatly appreciated. I will need testing done from the internal network (office workstations) and individuals working from outside the network (home/internet). The following is the information I will need in order to compile the report:

Office location of individual
Access location (i.e., internal (work) or external (home))
If external access, I will require whether their connection to the Internet is with DSL, Cable Modem, or Dial-up
If Dial-up connection, need the connection speed
Date/time of performing this test
Amount of time it took from clicking on the WebMail Only link from the Jones Day Internet Web Page to the time the login screen came up
Amount of time it took from clicking on the WebMail Only link from the Jones Day Internet Web Page to the time the individual was able to access their email

I would like the testing to be accomplished at different times of the day for an entire week (including weekends), so that any trends can be tracked (i.e., certain days/times when access is slower than others). Please have the individuals email me directly with their results.

If anyone has any questions regarding this request please contact me for further information.

Thank you for your cooperation in this matter.

Arlene J. Port
Jones Day
Infrastructure and Distribution Services
(216) 586-7166
AJPort@JonesDay.com

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==========

Sara White/JonesDay
Extension 6-7775
External, 216.586.7775

07/31/2003 01:28 PM

To Ava M Slaughter/JonesDay@JonesDay, Bert Holombek/JonesDay@JonesDay, Christine L. Coleman/JonesDay@JonesDay, Cynthia N. Gifford/JonesDay@JonesDay, Elliott Humrich/JonesDay@JonesDay, John S. Hunsaker/JonesDay@JonesDay, Kelly A. Beecher/JonesDay@JonesDay, Michael Everett/JonesDay@JonesDay, Michael L. Shawgo/JonesDay@JonesDay, Robert E. Depp/JonesDay@JonesDay, Robert Riordan/JonesDay@JonesDay

cc Mark R. Boring/JonesDay@JonesDay, Mary M Adams/JonesDay@JonesDay, Sara White/JonesDay@JonesDay

bcc

Subject Laptop "Transfer" Policy

At the risk of opening a can of worms here...

Recently several offices have asked for the current policy regarding transferring lawyers and whether they take their laptops with them or leave them back with their "old" office. I asked George about it today and he said that the way it currently stands, the laptop stays in the old office and the new office provides a laptop for the lawyer. If this new lawyer represents actual "growth" for the new office, then a request should be made to Mr. Gaskill, as usual, requesting a purchase to accommodate this growth.

Let me know if you have any questions.

Sara

Meredith L Thompson/JonesDay
Extension 6-0967
10/30/2002 08:24 AM

To Ava M Slaughter/JonesDay@JonesDay
cc
bcc
Subject GIS Staff

Ava,

Can you confirm that the list below is correct for the GIS staff in the Houston office?

Slaughter, Ava
Long, Tammy
Serna, Kimberly

Jones Day - Firm Administrative Structure

Office	RMP/PIC/Chair	Office Administrative Partner	Office Administrator	Office Financial Manager	Office GIS Manager
Firm	Stephen J. Brogan (Managing Partner)	Mary Ellen Powers	William Gaskill	Bryan Hess (Dave Post - CFO) (Laura Brady - Director of Fin. Serv.)	Terry Crum - CKO & Director of GIS
Atlanta	George T. Manning	R. Matthew Martin	Debbi Bailey	Michael Staab	Michael Everett
Brussels	Luc G. Houben		Dirk Baele	Dirk Baele	Jan Vanmolkot
Chicago	Willaim P. Ritchie		Orla McIvor	Kathleen Smith	Michael Shawgo
Cleveland	Robert H. Rawson, Jr.	Kenneth G. Hochman	Rosemarie Moody	Vicki Medlyn	Robert Riordan
Columbus	Fordham E. Huffman		Robin Ruf	Bobbie McLaughlin	Cynthia Gifford
Dallas	Francis P. Hubach, Jr. James L. Baumoel (Domestic Coordinator for Asia)	Henry L. Gompf	Richard Sims	Andra Dupree	Bert Holombek
Frankfurt	Karl G. Herold		Claus Dieter Heinick	Gert Lamprecht	Ahmet Askin
Hong Kong	Barbara W.K. Mok		Flora Ma	Alan Tam	Joseph Chan
Houston	Hugh Whiting (also, Domestic Coordinator for Europe)		Kevin Richardson	Kevin Richardson	Ava Slaughter
Irvine	Thomas R. Malcolm		Sheila McKeown	Mario Mak	John Hunsaker
London	Robert L. Thomson		Lin Cantlay	Aled Davies	Matthew Selby
Los Angeles	Frederick L. McKnight California Region	David S. Boyce	Sheila McKeown	Mario Mak	John Hunsaker
Madrid	Juan I. Tena		Diana Shoffstall	Diana Shoffstall	Carlos Cavia
Menlo Park	R. Todd Johnson		Joana Voglino	Mario Mak	Kelly Beecher
Milan	David J. Rosso		Sharon Engel	Paolo Breda	Francesco Valagussa
Mumbai	Jai S. Pathak				
New Delhi	Anand S. Pathak				
New York	Dennis W. LaBarre David F. Clossey (International Locations Chair)	Donald F. Devine	Barbara Nicoll	Marianna Simone	Elliott Humrich
Paris	Wesley R. Johnson, Jr. - Europe	Gael Saint Olive	Anne Marie Chust	Christine Roux	Frank Rolland
Pittsburgh	Paul M. Pohl	John W. Ubinger, Jr.	Donna Michael	Laura Bloom	Robert Depp
Shanghai	Mitchell D. Dudek		Adele He	Daisy Zhou	Calvin Wu
Singapore	Jai S. Pathak		Kathryn Mei Wong	Kathryn Mei Wong	Patrick Peh
Sydney	Andrew S. Reilly		Shana Hurrell	A. Reilly	
Taipei	Jack J. T. Huang (also, Regional Practice Coordinator)		Sibyl Moh	Cora Ting	Louis Chen
Tokyo	John C. Roebuck (also, JonesDay Asia Chair)		Teruko Atsumi	Teruko Atsumi	Takao Ouchi
Washington	Stephen J. Brogan	Gregory M. Shumaker	Bonnie Shute	Mark Sobolewski	Christine Coleman

EXHIBIT 8

CLI-678922v3
Last Edited: 01/14/03

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Page 1 of 1

INVOICE

INVOICE NUMBER: ***0025188-IN***
INVOICE DATE: ***10/05/2001***
CUSTOMER NO: 04-JO0724
ORDER NUMBER:
SALESPERSON: Marty Luffman

MBL 02847 10/5/01 3:29 pm

SOLD TO:
Jones. Dav. Reavis and Poque
600 Travis St
Chase Towers
Houston, TX 77002

SHIP TO:
Ava Slaughter
600 Travis St
Chase Towers
Houston, TX 77002

Attention: Kevin Richardson

Customer

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS
			Upon Receipt

ITEM NO.	UNIT	ORDERED	SHIPPED	BACK ORD	PRICE	AMOUNT
MODEL: HP LJ 4100DN S/N: USBNJ02135 PAGE COUNT: 31,047 LOC: HUFSO1-103 **** PROBLEM: Unit wouldn't power on. Inspected unit & found pwr switch out of allignment. Alligned pwr switch; Cleaned/Inspected complete unit. Tested all interface and mechanical functions. TESTED O.K.						
SERLABOR Service Call Labor Charge	each	1.00	1.00	0.00	75.00	75.00

Signature: [signature] 10-12-01
JP #: ____________
CAM #: ____________
Client/Affiliate/Matter name: ____________

EXHIBIT 9

PLEASE REMIT TO:
Current Business Technologies, Inc.
P.O. Box 560426
Dallas, Texas 75356-0426

Thank You

RECEIVED BY

Net Invoice:	75.00
Less Discount:	0.00
Freight:	0.00
Sales Tax:	6.19
Invoice Total:	81.19

ISS Manager

Location	*Name/Extension*	
PA	Abel Jabol	
FR	Ahmet Faith Askin	
HU	Ava M. Slaughter	
DL	Bert Holombek	
CL	Brian Scramling	
	Brian Sullivan	
Cleveland	Carol W. Monteith	
	Carrie A. Heinzmann	
	Christine L. Coleman	
	Craig Belec	
	Cynthia N. Gifford	
	Dan Berdysz	
Cleveland	David H. Lovell	
Cleveland	Dick Lawrenz	
	Elliott Humrich	
	Eric Mikkelsen	
Brussels	Filip Mommaerts	
Cleveland	Frank R. Yako	
Cleveland	George Gazdick	
Brussels	Jan Vanmolkot	
	Jeffrey Haught	
Los Angeles	John S. Hunsaker	
	Liz Hosmer	
	Louis Chen	
	Mark R. Boring	
	Marla J. Sheets	
	Matthew Selby	
Atlanta	Michael Everett	
Chicago	Michael L. Shawgo	
	Michael R. Jones	
Brussels	Natalie Anton	
Pittsburgh	Robert E. Depp	
	Robert Riordan	
	Ronald Goldfarb	
	Sandra Shipley	
	Susan Klingensmith	
	Wendy L. Brickman	

Office Administrators

CL: 586611v1

EXHIBIT
tabbies
10

Location *Name/Extension*

Tokyo	Teruko Atsumi	
Brussels	Dirk Baele	
Atlanta	Debbie Bailey	
London	Lin Cantlay	
Paris	Anne-Marie Chust	
Shanghai	Adele He	
France	Claus-Dieter Heinick	
Geneva	Michele Luchinger	
Hong Kong	Flora Ma	
Chicago	Orla McIvor	
Los Angeles	Sheila L. McKeown	
Pittsburgh	Donna C. Michels	
Taiwan	Sibyl Mohl	
Cleveland	Rosemarie A. Moody	
New York	Barbara I. Nicoll	
Houston	Kevin Richardson	
CO	Robin A. Ruf	
Sydney	Christine Russell	
MA	Diana Shoffstall	
WA	Bonnie L. Shute	
DL	Richard E. Sims	
ND	Sumriti Singh	
SV	Joana Voglino	
SG	Kathryn Mei Wong	

ISS Staff

12/11/02 Doc # 1041199 GIS NORTH AMERICA OFFICE ADDRESS LISTING
GIS MANAGER
December 11, 2002

Regional Manager (acting) - **Sara White** - **Cleveland**

Atlanta
3500 SunTrust Plaza
303 Peachtree Street, N.E.
Atlanta, Georgia 30308-3242
Tel: 404.521.3939
Fax: 404.581.8330
Michael Everett - Manager

Chicago
77 West Wacker
Chicago, Illinois 60601-1692
Tel: 312.782.3939
Fax: 312.782.8585
Michael Shawgo - Manager

Cleveland
North Point
901 Lakeside Avenue
Cleveland, Ohio 44114-1190
Tel: 216.586.3939
Fax: 216.579.0212
Rob Riordan - Manager

Columbus
41 South High Street, Suite 1900
Columbus, Ohio 43215-6113
Tel: 614.469.3939
Fax: 614.461.4198
Cindy Gifford - Manager

Dallas
2727 North Harwood Street
Dallas, Texas 75201-1515
Tel: 214.220.3939
Fax: 214.969.5100
Bert Holombek - Manager

Houston
Chase Tower, Suite 6500
600 Travis Street
Houston, Texas 77002-3008
Tel: 832.239.3939
Fax: 832.239.3600
Ava Slaughter - Manager

Irvine
5 Park Plaza, Suite 1100
Irvine, California 92614-8502
Tel: 949.851.3939
Fax: 949.553.7539
John Hunsaker - Manager

Los Angeles
555 West Fifth Street, Suite 4600
Los Angeles, California 90013-1025
Tel: 213.489.3939
Fax: 213.243.2539
John Hunsaker - Manager

Menlo Park
2882 Sand Hill Road
Suite 240
Menlo Park, California 94025
Tel: 650.739.3939
Fax: 650.739.3900
Kelly Beecher - Manager

New York
222 East 41st Street
New York, New York 10017
Tel: 212.326.3939
Fax: 212.755.7306
Elliott Humrich - Manager

Pittsburgh
One Mellon Bank Center, 31st Floor
500 Grant Street
Pittsburgh, Pennsylvania 15219-2502
Tel: 412.391.3939
Fax: 412.394.7959
Bob Depp - Manager

Washington
51 Louisiana Avenue, N.W.
Washington, D.C. 20001-2113
Tel: 202.879.3939
Fax: 202.626.1700
Chris Coleman - Manager

12/11/02 Doc# 1041193 GIS NORTH AMERICA OFFICE ADDRESS LISTING
GIS MANAGER
December 11, 2002

Regional Manager (acting) - **Sara White** - **Cleveland**

H:\GIS Main\Address Listing\North America Offices.doc

GLOBAL INFORMATION SERVICES

MANAGEMENT TEAM

Crum, Terry	Chief Knowledge Officer & Director GIS	6-7261
Gazdick, George	Associate Director Infrastructure and Distribution Services	6-1126
Gillam, Brian	Associate Director Knowledge Management	6-7780
Johnson, Marge	Associate Director Training and Client Services	6-7748
Klingensmith, Susan	Manager, Finance & Administration	6-1163
Mazie, Susan	Associate Director Business Information Services	6-1252
Yako, Frank	Associate Director Planning and Implementation Services	6-1148

NORTH AMERICA MANAGEMENT

Beecher, Kelly	Menlo Park	3-3914
Coleman, Chris	Washington	4-3738
Depp, Bob	Pittsburgh	4-7994
Everett, Michael	Atlanta	4-8208
Gifford, Cindy	Columbus	6-3847
Holombek, Bert	Dallas	5-4541
Humrich, Elliott	New York	7-3432
Hunsaker, John	Los Angeles, Irvine	3-2525
Riordan, Rob	Cleveland	6-1083
Shawgo, Michael	Chicago	5-4353
Slaughter, Ava	Houston	3-3735
{Sheets, Marla}	Litigation	6-7182

EUROPE MANAGEMENT

Askin, Ahmet	Frankfurt	7-9944
Leblois, Evelyne	Brussels	7-1404
Rolland, Frank	Paris	5-3861
Selby, Matthew	London	7-9234

ASIA MANAGEMENT

Chan, Joseph	Hong Kong	2-8920
Sibyl Moh	Taipei	318
Peh, Patrick	Singapore	5973
Wu, Calvin	Shanghai	no # listed

Finance & Administration

Crum, Terry	Chief Knowledge Officer & Director GIS	6-7261

	Title	Extension
Klingensmith, Susan	Finance & Administration Manager	6-1163
Reish, Deanna	Administrative Assistant	6-7161
Shipley, Sandy	Administrative Assistant	6-7612

Global Information Systems--Alphabetical Phone Listing

Conference & Workrooms

Conference Room 5G	6-7834
Conference Room 5I	6-7835
Conference Room 6A	6-0910
Conference Room 6B	6-0917
Integration Lab 6	6-7544
KM Workroom	??????

Office IS Managers

Atlanta	Everett, Michael	4-8208
Brussels	Leblois, Evelyne	7-1404
Chicago	Shawgo, Michael	5-4353
Cleveland	Riordan, Rob	6-1083
Columbus	Gifford, Cindy	6-3847
Dallas	Holombek, Bert	5-4541
Frankfurt	Askin, Ahmet	7-9944
Hong Kong	Chan, Joseph	2-8920
Houston	Slaughter, Ava	3-3735
London	Selby, Matthew	7-9234
Los Angeles, Irvine	Hunsaker, John	3-2525
Menlo Park	Beecher, Kelly	3-3914
New York	Humrich, Elliott	7-3432
Paris	Rolland, Frank	5-3861
Pittsburgh	Depp, Bob	4-7994
Shanghai	Wu, Calvin	--
Singapore	Peh, Patrick	5973
Taipei	Sibyl Moh	318
Washington	Coleman, Chris	4-3738